

Center for Educational Performance and Information (CEPI)

*Michigan Education Information System
(MEIS)*

School Infrastructure Database (SID)

Record Layout

End-of-Year 2018 Submission

Questions?
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Record Layout

SID data will be submitted to CEPI using a comma-delimited file format. This is commonly referred to as a comma separated value (CSV) file. Please note the following items pertaining to the layout of the file:

1. Fields A, B, and C must be submitted at the beginning of each record followed by the numbered fields as defined in the SID Data Field Descriptions.
2. Each field must be separated by a comma.
3. The reserved fields must be separated by a comma and should not contain any data.
4. Completed lines should end with the value of the last field, followed by a carriage return/line feed character pair.
5. A comma will always be treated as a field separator, so be sure that field values do not contain any comma characters.

For your convenience, changes that are effective beginning the 2017 EOY SID collection are marked as underlined Arial font (new requirement or clarification) on the following page.

Size in Bytes Field Specification		Field Name	
Crime and Safety Fields			
10	A	Collection Date	Character
5	B	School/Facility Number	Character
1	C	Shared Administrative Unit	Integer
4 Integer	4A	School Disciplinary Problems- Bullying	(Required)
3 Integer	44	Students Who Are Victims of Violent Criminal Offenses (Required)	
Reserved Fields			
	1	Reserved	
	2	Reserved	
	3	Reserved	
	4B	Reserved	
	4C	Reserved	
	5	Reserved	
	6	Reserved	
	7	Reserved	
	8	Reserved	
	9	Reserved	
	10	Reserved	
	11	Reserved	
	12	Reserved	
	13	Reserved	
	14	Reserved	
	15	Reserved	
	16	Reserved	
	17	Reserved	

<u>18</u>	<u>Reserved</u>
<u>19</u>	<u>Reserved</u>
<u>20</u>	<u>Reserved</u>
<u>21</u>	<u>Reserved</u>
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48	Reserved
49	Reserved

Dual enrollment data will no longer be collected in the SID beginning the 2016-2017 reporting year. Dual enrollment data formerly reported in SID will now be reported in the Financial Information Database (FID) and the Teacher Student Data Link (TSDL) collections.

Crime & Safety data will no longer be collected in the SID beginning School Year 2016-17. Districts are still required to report incidents of bullying (Field 4A) and victims of violent criminal offenses (Field 44), all other fields will be optional for the 2016-17 SID submission. For the 2017-18 School Year all optional fields will be removed. In addition, Sec. 1310a. (2) of Public Act 532 now requires districts to post incidents of crime annually on its website. The content of this report shall be determined through collaboration between the superintendent and local law enforcement officials.

- **2016-2017 School Year: No record layout changes will be made (data may still be submitted). All business rules will be removed and fields will not be validated. Data will be deleted and will not be available for any reporting or analysis.**
- **2017-2018 School Year: Fields will be completely removed from the application and record layout.**